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Document No. 50No Change In Class. ☐☐ Declassified

Class. Changed To: TS S (C)

9 November 1954

Ref: HR 70-2

Date: 30/11/78 By: 051

MEMORANDUM FOR: Colonel White

SUBJECT : Survey Report on Control and Distribution
of TS Material Within CIA

1. Briefly, the attached report from Colonel Edwards covers a survey which was made for him by his Chief, Inspection Staff, on the current status of controls being applied to the distribution and dissemination of sensitive, TS material in CIA. Certain recommendations were made to AD/OCD regarding a tightening of these controls, and Colonel Edwards has sent the entire report to you for your information. In addition, he has supplied the draft of a proposed Agency Notice which would bring to the attention of all employees the need for compliance with control procedures outlined in [redacted] and the penalty provisions for failing to comply, as set forth in [redacted].

2. The gist of the survey reports is that while the basic TS control program is sound in principle, there are notable weaknesses in the handling and dissemination of TS material. Most of the sins were those of omission rather than commission, and many appear to have been based upon inadequate knowledge of the control mechanisms. The survey also places some store by the forthcoming publication of the "Handbook for TS Control Personnel," on which I reported by an earlier memo. Also, the survey levies anew the training and indoctrination responsibility on [redacted], CIA Classification Control Officer, and calls for the establishment of a standardized TS document control logging system (this is reportedly provided for in the TS handbook referred to above.)

3. Two last suggestions; that courier delivery procedures be tightened up to increase security, and that the entire TS control program be enforced by charging security violations to personnel who fail to observe proper safeguards over the control of TS material. All of these recommendations were referred to AD/OCD for implementation.

4. For my own part, I think that a considerable part of the laxity in the control of TS material may be due to the confusion brought on by the creation of a whole host of new security classifications in the area below confidential, plus the equally large group of classifications used in OCI and elsewhere to denote material more sensitive than TS. All of this has apparently diluted the value of the term TOP SECRET. For all its faults, I think the British classification system superior; they have long criticised

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the United States for consistent overclassification, and when a British document is classified MOST SECRET it gets attention and control not only through habit but because so few documents are thus classified.

5. I have tabbed the proposed Notice for your signature, if you agree that it should be issued, and I so recommend.

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